

# BOARD OF ETHICS

Special Open Session Minutes - July 10, 2008 - 9:03 a.m. and  
Open Session Minutes - July 16, 2008 - 3:02 p.m.  
740 North Sedgwick, Suite 500

## SPECIAL OPEN SESSION MINUTES

July 10, 2008 - 9:03 a.m.

### **Board Members Present**

Miguel A. Ruiz, Chair  
Alison C. Chisolm  
Michael F. Quirk  
John L. Wilhelm, M.D.

Thomas McCarthy, absent

### **Staff Present**

Steven I. Berlin, Acting Executive Director  
Richard J. Superfine, Legal Counsel  
Courtney L.D. Kimble, Attorney/Investigator  
Pully Casillas, Staff Assistant

### **I. Approval of Minutes**

Deferred.

### **II. Chair's Report**

None.

### **III. Acting Executive Director's Report**

Deferred.

### **IV. Old Business**

Deferred.

### **V. New Business**

None.

The Board VOTED 4-0 (Thomas McCarthy, absent) to adjourn into Executive Session at 9:04 a.m. to review matters concerning the conduct of employees and officials of the City that could result in their discipline or dismissal, to review questions concerning matters of professional ethics and performance, to review matters in which litigation is ongoing, and/or to review matters in which the Board finds that litigation against or affecting the Board is probable or imminent.

## **OPEN SESSION MINUTES**

July 16, 2008 - 3:02 p.m.

### **Board Members Present**

Miguel A. Ruiz, Chair  
Alison C. Chisolm  
Thomas McCarthy  
Michael F. Quirk  
John L. Wilhelm, M.D.

### **Staff Present**

Steven I. Berlin, Acting Executive Director  
Richard J. Superfine, Legal Counsel  
Courtney L.D. Kimble, Attorney/Investigator  
Edward Primer, Program Director  
Paully Casillas, Staff Assistant

### **I. Approval of Minutes**

The Board VOTED 5-0 to approve the Open Session minutes of the June 18, 2008 meeting.

### **II. Chair's Report**

Deferred.

### **III. Acting Executive Director's Report**

#### **A. Education-Classes**

Since the last Board meeting, staff has conducted 2 regularly scheduled classes for persons required to attend ethics training. 16 attended on June 19, and 24 attended on July 10. There are currently 33 scheduled for class on July 24, and 34 for August 7.

On July 11, staff gave a 90 minute ethics presentation to 58 employees of prime and sub-contractors of the O'Hare Modernization Project, at the request of OMP's Executive Director. Staff will make another presentation to OMP contractors on September 26.

On July 1, staff gave a 90 minute presentation to the staff of the 20<sup>th</sup> Ward office, at the request of Alderman Cochran. 6 persons, including the Alderman, attended.

Staff is currently working with the City's Department of Human Resources and Office of Compliance on New Employee Orientation, a tradition that has been dormant now for about 6 years. We are preparing a PowerPoint presentation for use at these sessions. It is not yet known how many sessions there will be each year.

#### **B. Mandatory Annual Ethics Education**

As of today at 2:55 pm, approximately 24,795 City employees and 6 aldermen have completed their 2008 on-line training. According to departmental training plans, the City is right on course as to where it should be in mid-June. This is approximately 70% of the City's full-time workforce.

**C. Statements of Financial Interests**

As of today at 2:30, there remain 58 employees and 11 appointed officials who have not filed as required in 2008. There will be more on these individuals in closed session.

I am happy to report that this represents a 37% decrease from the number at this time last year.

To date in 2008, the Board has collected \$8,860 in late filing fees for the 2008 filing year.

**D. 2008 Budget**

Staff is in the process of preparing the Board's 2009 budget request. We anticipate no significant increases, and of course will continue to carry one vacancy for the Permanent Executive Director/Deputy Director position. We expect that the agency's request will total approximately \$764,000, which represents a .6 % decrease from our 2008 request.

**E. Lobbyist Registration**

There are currently **596** lobbyists that have registered with the City for this year. To date, **\$126,200.00** in lobbyist registration fees have been deposited with the Department of Revenue.

The deadline for lobbyists' semi-annual activity report filings is July 20. Around June 23, staff sent notifications of the deadline by email (or first class mail) to all registered lobbyists. To date, we have received about 125 reports, which is about 21% of the total.

**F. Illinois Freedom of Information Act**

Since the last meeting, there have been no requests under the Freedom of Information Act for records kept by this agency.

**IV. Old Business**

None.

**V. New Business**

None.

The Board VOTED 5-0 to adjourn into Executive Session at 3:07 p.m. to review matters concerning the conduct of employees and officials of the City that could result in their discipline or dismissal, to review questions concerning

matters of professional ethics and performance, to review matters in which litigation is ongoing, and/or to review

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matters in which the Board finds that litigation against or affecting the Board is probable or imminent.

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